

CENTRAL VIRGINIA TRANSPORTATION AUTHORITY

**MINUTES OF ACTION MEETING
 Zoom Video Webinar & PlanRVA YouTube
 January 29, 2021
 8:30 a.m.**

Members Present:

Jurisdiction/Agency	Member	Present	Absent
Town of Ashland	John H. Hodges	x	
Charles City County	William G. Coad		x
Chesterfield County	Kevin P. Carroll, Vice Chair	x	
Goochland County	Neil Spoonhower	x	
Hanover County	W. Canova Peterson	x	
Henrico County	Frank J. Thornton, Chair	x	
New Kent County	Patricia A. Paige	x	
Powhatan County	David T. Williams	x	
City of Richmond	Cynthia I. Newbille (A)	x	
VA House of Delegates	Delegate Delores McQuinn	x	
Senate of Virginia	Senator Jennifer L. McClellan	x	
Commonwealth Transportation Board	Carlos M. Brown	x	

Non-Voting Ex-Officio

Agency	Member	Present	Absent
VDRPT	Jennifer Mitchell	x	
VDOT	Commissioner Stephen C. Brich		x
GRTC Transit System	Julie Timm	x	
RMTA	Joi Taylor Dean	x	

Others Present:

Laura FarmerVDOT
 Matt Harris.....Chesterfield

The Central Virginia Transportation Authority meeting was held by electronic communication means as set forth by the April 22, 2020 actions of the General Assembly in response to the continued spread of novel coronavirus, or COVID-19. The technology used for this meeting was a web-hosted service created by Zoom and YouTube Live Streaming and was open and accessible for participation by members of the public. Voting record tables are attached to the action meeting minutes in Appendix A. A recording of this meeting is available on the [Plan RVA YouTube Channel](#).

CALL TO ORDER

The Central Virginia Transportation Authority (CVTA) Chairman, Frank J. Thornton, presided and called the January 29, 2021 Central Virginia Transportation Authority action meeting to order at 8:31 a.m.

ATTENDANCE ROLL CALL & CERTIFICATION OF MEETING QUORUM

Nicole Mueller, Program Coordinator for the RRTPO at PlanRVA, took attendance by roll call and certified that a quorum was present.

A. ADMINISTRATION

1. Consideration of Amendments to the Action Meeting Agenda

Upon determination made by the Authority present at the meeting the following informational item was added to the agenda under CVTA Technical Advisory Committee (TAC) Update: B.7.b. GRTC Regional Public Transportation Plan Update.

Seeing and hearing no objections the January 29, 2021 agenda was approved by acclamation as presented.

2. Approval of December 4, 2020 CVTA Action Meeting Minutes

On motion of David T. Williams, seconded by Patricia A. Paige, the CVTA unanimously approved the minutes of the December 4, 2020 action meeting as presented.

3. Open Public Comment Period

Public comment received by email was provided to Authority members and read into the record (see Appendix B).

B. COMMITTEE REPORTS

6.b. Action on Support Services Memorandum of Understanding (MOU)

The CVTA Finance Committee Vice Chair Peterson reported that the draft MOU for support services with PlanRVA was reviewed at the November 9th, 2020 CVTA Finance Committee meeting and recommended approval as presented.

The Central Virginia Transportation Authority (CVTA) unanimously approved the following resolution as recommended by the CVTA Finance Committee:

RESOLVED, that the Central Virginia Transportation Authority (CVTA) approves the Support Services MOU with PlanRVA for FY2021 and authorizes the Chairman to execute.

6.c. Action on Transit Service Governance Report – Appropriation of Funds

The CVTA Finance Committee Vice Chair Peterson reported that the Finance Committee reviewed a request for transfer of \$80,000 from the Contingency line item to the Contracted Services- Other line item at their January 6th, 2021 meeting and recommended approval as presented.

The Central Virginia Transportation Authority (CVTA) unanimously approved the following resolution as recommended by the CVTA Finance Committee:

RESOLVED, that the Central Virginia Transportation Authority (CVTA) approves the transfer of \$80,000 from the Contingency Line Item to “Contracted Services – Other” with authorization of the Chair to execute the task order.

7.a. Action on Transit Service Governance Report – Consultant Selection

On motion of Kevin P. Carroll, seconded by Carlos M. Brown, the Central Virginia Transportation Authority (CVTA) unanimously approved the following resolution as presented:

RESOLVED, that the Central Virginia Transportation Authority (CVTA) approves the contract and services as proposed by AECOM/Eno Center for Transportation for development of a Regional Transit Service Governance Report for delivery to the Governor and General Assembly of Virginia.

C. NEW BUSINESS

C.8. Action on Transit Service Governance Report – Scope of Work

On motion of W. Canova Peterson, seconded by Dr. Cynthia Newbille, the Central Virginia Transportation Authority (CVTA) unanimously approved the following resolution as presented:

RESOLVED, that the Central Virginia Transportation Authority (CVTA) adopts the 2021 schedule for regular Authority meeting dates and the CVTA Finance Committee meeting dates.

D. OTHER BUSINESS

10. Next CVTA Authority Meeting: February 26, 2021

The next action meeting will be held on February 26, 2021, beginning at 8:30 a.m.

E. ADJOURNMENT:

Chairman Thornton adjourned the meeting at approximately 9:27 a.m. on January 29, 2021.

CAP/nm